

6.4 Camping on Merredin Regional Community and Leisure Centre Grounds

1. POLICY PURPOSE

To provide guidelines on camping on the Merredin Regional Community and Leisure Centre (MRCLC) Grounds.

2. POLICY SCOPE

This Policy covers whether camping is appropriate, costs of camping on the MRCLC Grounds, access to the facilities at the MRCLC and general management of the area whilst camping on the MRCLC Grounds.

3. LEGISLATIVE REQUIREMENTS

Liquor Control Act 1988.

Caravan Parks and Camping Grounds Regulations 1997.

4. POLICY STATEMENT

The application for camping on the MRCLC Grounds can be addressed to the Recreation and Aquatics Manager.

4.1 Guidelines

1. Application for camping on the MRCLC Grounds is to be made in writing to the Recreation and Aquatic Manager at least four (4) weeks prior to the booking.
2. Approval of the application shall be granted in writing from the Recreation and Aquatics Manager prior to camping and will be based on:
 - a. Investigating the appropriateness of the camping event, other facility or grounds bookings;
 - b. Access to other accommodation facilities in the community;
 - c. Need for overflow accommodation for special events;
 - d. Recreational vehicles that are visiting Merredin as part of Caravan Clubs, larger organisations or overflow accommodation for events will be authorised to camp at the MRCLC Grounds;
 - e. Camping will be limited in duration to a maximum of 72 hours (3 nights) unless otherwise authorised by the Chief Executive Officer (CEO); and
 - f. Fees to be paid in advance at the MRCLC prior to camping.
 - g. Camping is to be limited to areas as designated by the Recreation and Aquatic Manager or Executive Manager Strategy and Community.
3. The cost of camping is in accordance with the Shire of Merredin's (the Shire) fees and charges.
4. Access to facilities including showers and toilets is during normal operating hours. If additional access is required, notification is required when the user group submits the application.
5. If the hirer requires access to power, notification is required when the hirer submits the application as there is limited power provision. Charges may apply at a negotiated fee.

6. The following is not permitted on the MRCLC Grounds:
 - a. Fires;
 - b. Digging holes (exception of standard tent pegs);
 - c. Installing posts into the ground;
 - d. Anything that defaces the ground (paint, ice, oil);
 - e. Grey water or blackwater discharge to ground; and
 - f. Use of chemicals.
7. The hirer is to ensure that interference with any irrigation system does not occur. The user group is to be made aware of underground automatic irrigation systems prior to erecting tents.
8. The hirer is responsible for the security and safety of themselves and their belongings.
9. Approval for pet access must be sought when the user submits the application form.
10. Consumption of alcohol is not permitted unless prior permission has been received from the CEO. Permission to sell alcohol must be obtained from the Clerk of Courts by applying for a Liquor Permit, after approval has been received from the CEO.

5. KEY POLICY DEFINITIONS

Merredin Regional Community and Leisure Centre (MRCLC) Grounds – includes the facility, surrounding playing surfaces, car park and gardens.

6. ROLES AND RESPONSIBILITIES

The Recreation and Aquatics Manager is responsible for monitoring and implementing this Policy.

7. MONITOR AND REVIEW

This Policy will be reviewed by the Recreation and Aquatics Manager annually.

A final review will be undertaken by the Governance Team and recommended to be endorsed by Council.

Document Control Box					
Document Responsibilities:					
Owner:	CEO	Decision Maker:	Council		
Reviewer:	Recreation and Aquatics Manager				
Compliance Requirements					
Legislation	<i>Liquor Control Act 1988, Caravan Parks and Camping Grounds Regulations 1997</i>				
Document Management					
Risk Rating	Medium	Review Frequency	Annually	Next Due	February 2026
Version #	Action	Date	Records Reference		
1.	Adopted	18 December 2007	CMRef 29259		
2.	Reviewed	16 November 2010	CMRef 30481		
3.	Reviewed	20 November 2012	CMRef 31008		
4.	Reviewed (Unamended)	18 August 2015	CMRef 81628		
5.	Reviewed	16 January 2018	CMRef 82116		
6.	Reviewed		CMRef XXXXX		